

READER

COMPARATIVE RATING FORM

There are so many criteria to be measured in choosing a microfilm reader that decision-making often can be difficult.

There are two sections. In the space below, physical factors that should be considered are indicated, except for a rating as to general appearance in styling for the

various office locations in which the readers will be installed. Needed data can be routinely and objectively filled into the spaces provided for each reader.

On the adjacent page, a series of important operating features are listed in the form of brief questions. Some of the characteristics must necessarily be appraised subjectively, while others can be objectively rated by investigation or by physical tests.

Design Considerations

The optical and illumination systems in a reader are surprisingly complex in order to achieve efficient readability. There are always conflicting design considerations which

require some degree of compromise in the design of the final product. For example:

An inexpensive lens of small aperture may be compensated for when a higher wattage lamp is chosen. But this in turn creates heat problems, making a ventilating blower necessary, etc.

Inexpensive lenses have certain definite characteristics which often bring on compromises in the total reader design. Choice of a poor wide-angle lens results in poor edge-to-edge readability; choice of a poor lens of longer focal length improves sharpness at the expense of increasing overall reader size or reducing screen size. The real key to truly readable reader design depends on optimum lens design.

It is strongly recommended that a thorough effort be made to evaluate all of the Operating Factors suggested. Only then can the buyer know for sure whether the final deci-

sion has favored the reader that is truly well-balanced and soundly designed.

Scoring Procedures

There are two ways the Operating Features can be rated in the spaces opposite each of the factors. A grading system, such as Excellent, Good, Fair, Poor, can be used, and a final evaluation roughly approximated. More definitive ratings can be obtained by scoring numerical values in each column for each feature, assigning 10 as a top figure for a factor or 9, 7, 5 or 0 as the case may be. It

should be recognized that in some instances a top score of 10 may be assigned to more than one reader being rated (for example, for Feature #9, if more than one piece of equipment operates without a blower). Then, the total of the 16 scores for the factors being rated should be added to obtain a total comparative score.

PHYSICAL FACTORS

	Reader A	Reader B	Reader C
	Manufacturer	Manufacturer	Manufacturer
	Stock No.	Stock No.	Stock No.
Overall Size Height	"	"	"
Width	"	"	"
Depth	"	"	"
Actual Desk Surface Occupied			
Width	"	"	"
Depth	"	"	"
Weight lbs.	"	"	"
Screen Size Height	"	"	"
Width	"	"	"
Cabinet Width	"	"	"
Carrier Size Width	"	"	"
Depth	"	"	"
Accepts Microfiche			
Aperture Cards			
Magnification x	"	"	"
Price \$	"	"	"

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	READER A	READER B	READER C
	MANUFACTURER	MANUFACTURER	MANUFACTURER
	STOCK NO.	STOCK NO.	STOCK NO.
Screen Brightness			
1. Is it comfortably readable regardless of machine's position (front, back or sideways to window or artificial light source)?	Score_____	_____	_____
2. Is image brightness adjustable when going from negative to positive microfilm (or vice-versa)?	Score_____	_____	_____
Image Sharpness			
3. Does the projection lens have a large aperture and is it anti-reflection coated?	Score_____	_____	_____
4. Does it have a flat field without "edge fall-off" of image?	Score_____	_____	_____
5. Are there both good depth of focus and depth of field?	Score_____	_____	_____
Viewing Convenience			
6. Is there adequate viewing angle to read comfortably from several positions, even 2 or 3 people simultaneously?	Score_____	_____	_____
Carrier Design			
7. Is it easy to load and unload various unitized formats efficiently, either of vertical or horizontal material?	Score_____	_____	_____
Ease of Scanning			
8. Do controls permit one-hand operations left or right hand? Is image location quick, easy and accurate?	Score_____	_____	_____
Operating Noise			
9. Does the reader run noiselessly? If there is a cooling blower, is it quiet?	Score_____	_____	_____
Operating Temperature			
10. Does it run cool? Is there any heat apparent to the user?	Score_____	_____	_____
Film Protection			
11. Is the film being viewed always protected by glass plates while being indexed or read?	Score_____	_____	_____
12. Can film be left in the carrier (light on) for an hour or longer without being appreciably damaged?	Score_____	_____	_____
Useful Lamp Life			
13. Which reader has the longest rated lamp? Is there gradual light drop-off. Does the lamp operate at higher than its rated voltage?	Score_____	_____	_____
Dust Protection			
14. Rate the readers from the standpoint of design avoidance of potential dust accumulation in the optical system.	Score_____	_____	_____
Screen Size			
15. Is the screen at least 11" high to project an 8½ x 11 original same size?	Score_____	_____	_____
Note-Taking Convenience			
16. Can you sit comfortably in front of the reader to take notes conveniently?	Score_____	_____	_____
TOTAL SCORE (All Factors)			